

Approved

Town of Brentwood
Budget Committee
Minutes of December 14, 2015

Meeting: Regular Budget committee meeting held at the Brentwood Town Office

Present: Krista Steger, Chairperson, Melissa Hanlon, Keith Levitsky, Bill Faria, Malcolm Allison, Jeff Bryan, Elyse Gallo, Amy Mitchell

Visitors: Melissa Litchfield, Lisa Swasey, Scott Dennehy, Kim Woods, Paula Rushia, Becky Dunham, Jane Duarte

Chairperson Krista Steger called the meeting to order at 7:01 pm.

Approval of Meeting Minutes

November 30, 2015 Minutes: There were several additions and corrections. Minutes were tabled pending Amy Mitchell's review of the corrections, as she arrived late. She had no further additions or corrections. Motion to approve the minutes as corrected Jeff/Elyse carried 8-0.

Correspondence

Krista received 2 E mails on her Town e-mail. There was one from Rollinsford NH Budcomm, which has 12 members, asking for information on Brentwood Budcomm's budget procedures and bylaws. Krista stated she sent them a copy of our bylaws for reference, suggested she contact LGC, and gave her an overview of our process. The other one came from Jane Duarte inquiring about securing money, some \$3000, from the School Budget to give to Sacred Heart in Hampton for medical and other items in accordance with a NH RSA covering Child Benefit Services. Krista advised her that the school board was the right place to go to secure these funds; however the school board voted to deny the funds. So these funds would have to be in a school warrant article and presented to the voters for approval.

Selectman's Update

Jeff advised that the tax collector has collected about \$5M so far which is going fast as large bills that are due. Jeff stated that there are no warrant articles yet other than one for \$350K for road maintenance.

School Board Update

Amy reported that the SB had worked on the draft school budget and that it included 17 teachers as well as staff and costs for full day kindergarten. It would be presented to the Budcomm at the January 11 2016 Budcomm meeting. The Sacred heart RSA funds were not included, as the SB stated that Swazey School is an excellent school and students are encouraged to attend rather than go elsewhere. Elyse asked that the school budget be accompanied with information regarding school enrollment, etc. at that time.

Budgets for Consideration

Krista passed out an updated spreadsheet based on items that Budcomm has addressed. There are only two items left to cover in the town budget, street lighting and animal control. Plus there is one for special debt service that is not listed on the spreadsheet.

She commented that any of the budgets could be reopened tonight or next meeting as the preliminary town budget number reflects an 8.8% increase over last year, excluding any warrants.

Animal Control 4414 requested \$6126, an increase from last year's \$1. Jeff explained that Steve Arkell did this job previously for almost no money. Discussion and questions followed regarding prior budgets back to years 2014, 2013 and before, the current estimate from Wayne, and the problem of hiring and training a new individual. Motion to approve Jeff/Bill carried 8-0.

Street Lighting 4316 requested \$700, an increase from last year's \$1. Jeff explained that the issue is lighted illumination for Steve Arkell's memorial. \$350 for a new 400watt metal halide light and the rest for electric power. Next year the budget will be \$300 for the electric power. Discussion and questions followed including a possible solar. Motion to approve Jeff/Keith carried 6-2.

Special Debt Service 4723 (TANS) requested \$30K, flat. Jeff explained that this amount is a fund to be used in case of emergencies or unexpected expenses to avoid special meetings and appropriations. In recent years, it has been used to cover legal fees but could be used for other purposes. Discussion and questions followed. Motion to approve Jeff/Bill carried 8-0.

Other Business

Elyse asked about the 3.2% increase in last year's operating budget, and thought it should be 2.8%. Krista stated she took the figures off Karen's last year's town budget. Discussion followed. Further questions about the spreadsheet and percentages resulted. Krista agreed to review and recheck the percentages and 2014 budget numbers.

Melissa questioned the wisdom of calling the Special Debt Service item TANS, as it is intended to pay interest any money the town has to borrow to meet their cash flow obligations. Jeff said we have been doing it this way for years at the direction of the accountants. Extensive discussion followed, no changes were made to this line item at this time.

Bill questioned where the money was in the fire department budget to pay for the new fire truck which was in a warrant article last year. He will check further.

Malcolm questioned whether the 8.8% increase is accurate and will check the math, as it appears high based on the respective increases and decreases of each line item. Discussion followed. Krista will check the spreadsheet functions for accuracy, Karen's 2015 budget numbers, and send out an updated spread sheet.

Krista reviewed the schedule and deadlines:

Draft town budget and school budget January 11

Feb 2 for citizen's petitions

Feb 8 for Budcomm meeting at 6:30 and public hearing at 7:00

Feb 17 for final budget

Feb 22 for final Warrant articles

Elyse asked for Coop budget numbers at the next Budcomm meeting. Krista reviewed the Coop draft budget which appeared to be a 1.8% increase. There is a \$2M figure in the budget for engineering and architect's work for CMS renovation and expansion.

Elyse also asked for preliminary tax impact for Brentwood citizens.

Next meeting will be on January 11, 2016.

Visitor Comment

None

Motion to adjourn 8:03 pm Jeff/Elyse, carried 8-0.

Minutes respectfully submitted by Malcolm Allison